

Worksession

Agenda Item #	3
Meeting Date	April 19, 2004
Prepared By	Alfred D. Lott
Approved By	Richard M. Finn City Manager

Discussion Item	Proposed Street Sweeping Program
Background	<ol style="list-style-type: none"> 1. The Public Works Department developed a plan to systematically sweep the streets of the City of Takoma Park, beginning in January and ending in August of each year. The plan addresses commercial and residential areas. 2. Because of the narrowness of the City streets and on-street parking, the sweeper is rarely able to clean a street from curb to curb. This new program will require residents to move their cars on designated days to allow the sweeper to clean from curb to curb. 3. The benefits of this program would: <ol style="list-style-type: none"> a. Improve the quality of life in the neighborhoods by cleaning the streets curb to curb. b. Remove trash and debris that would otherwise wash from the gutters into the Sligo Creek. 4. The Public Works Department should be able to absorb the street sweeping effort into its operating budget, however the set up costs are not funded. The program will be set-up one zone at a time over a six-month period. The set up costs will be: <ol style="list-style-type: none"> a. \$7950 for sign posts b. \$8160 for new signs (18 inch by 18 inch) signs c. <u>\$16,110 Total</u>
Policy	N/A
Fiscal Impact	\$16,110 Set-up costs
Attachments	Street Sweeping Plan
Recommendations	That the City Council approve the attached plan and authorize funding for the \$16,110 set-up costs.
Special Consideration	

The City of Takoma Park Street Sweeping Program

1. **PURPOSE:** This program has been created to provide a regular and more efficient service to our residents. Additionally, it improves upon the organization and efficiency of Public Works Department's street sweeping operations. Consideration has been taken into notification, scheduling, zoning and equipment to help make street sweeping run more smoothly. Simplicity and close observation was used in making the street sweeper program more efficient.
2. **SCOPE:** This street sweeping program consists of two components. They are commercial and residential. If these schedules listed below are followed and kept up with, the residential streets will be swept seven times per year and the commercial will be swept 10 times per year.
3. **OPERATIONS:**
 - a. Concept:
 - i. Commercial Area: Sweeping of commercial areas will begin in January, weather permitting, and continue through October. They will be swept once a month on Mondays. Commercial areas will be swept in January and February based on weather conditions. No sweeping, scheduled or unscheduled, will occur from November through December. Permanent signage will be utilized.
 - ii. Residential Areas: Sweeping will be scheduled for the first two weeks (14 days) of every month beginning in January, weather permitting, and continuing through August. The even - numbered side of the street will be swept during the first week, and the odd - numbered side of the street will be swept during the second week. No sweeping, scheduled or unscheduled, will occur from November through December. Permanent signage will be utilized.
 - b. Schedules:
 - i. Commercial Schedule (except holidays):

Every First Monday of the month:

Front of Municipal Building
Carroll from Grant to Maple
Laurel Avenue

Holton Lane
New Hampshire/Kirklynn
Flower from Piney Branch to Domer

Every Second Monday of the month:

Side Parking Lot of Municipal Building
Library Parking Lot
Flower from Domer to Wabash

Every Third Monday of the month:

Back Parking Lot of Municipal Building
Flower from Wabash to Hudson

Every Fourth Monday of the month:
Flower from Hudson to Carroll
Carroll Ave. Bridge

c. Residential Schedule (except holidays) follows:

Zone 1:

January 5th and 12th
February 2nd and 9th
March 1st and 8th
April 5th and 12th
May 3rd and 10th
June 7th and 14th
July 5th and 12th

Zone 2:

January 6th and 13th
February 3rd and 10th
March 2nd and 9th
April 6th and 13th
May 4th and 11th
June 1st and 8th
July 6th and 13th

Zone 3:

January 7th and 14th
February 4th and 11th
March 3rd and 10th
April 7th and 14th
May 5th and 12th
June 2nd and 9th
July 7th and 14th

Zone 4:

January 1st and 8th
February 5th and 12th
March 4th and 11th
April 1st and 8th
May 6th and 13th
June 3rd and 10th
July 1st and 8th

Zone 5:

January 2nd and 9th
February 6th and 13th
March 5th and 12th
April 2nd and 9th
May 7th and 14th
June 4th and 11th
July 2nd and 9th

- d. Maintenance: The sweeper is a machine that requires some maintenance. This maintenance may at times cause delays and push behind the schedule. The weather may also prevent the sweeper from being able to maintain its schedule. If either should occur, we will extend daily work schedules through the week, and possibly use weekends. Otherwise we will pick-up the schedule at the next scheduled date.

4. COORDINATION:

- a. Community Awareness:
- i. City's Website
 - ii. Cable Channel
 - iii. City newsletter
- b. Staff Coordination
- i. Public Works Department
 - ii. Police Department
 - iii. Economic Development Department

Annex A–Zone Delineation

Zone 1	Zone 2	Zone 3	Zone 4	Zone 5
Boundary	Lee	Columbia	Ritchie	Thirteenth
Chicago	Hancock	Pine	Kennebec	Fourteenth
Takoma	Lincoln	Elm	Domer	Elson Ct./Pl./St.
Alfred	Jefferson	Westmoreland	Central	Lancaster
Margaret	Aspen	Sycamore	Garland	Hammond
Dundalk	Hayward	Hickory	Minter	Merrimac
Ray	Auburn	Montgomery	Garland	Haverford
Baltimore	Hopewell	Beech	Eastridge	Anne
Albany	Grant	Allegheny	Maple	Erskine
Cleveland	Sheridan	Walnut	Maplewood	Merwood
Grant 200-300blk	Freemont	Cockerille	Houston	Kingwood
Darwin	Boyd	Woodland	Piney Branch Alley	Jackson
Chestnut	Jackson	Spring	Flower	Kirklynn
Hodges	Ethan Allen	Kansas	Davis	Holton
Holly	Elm	Circle (off Poplar)	Jackson	New Hampshire
Birch	Larch	Circle 400 blk	Hilton	Kennewick
Dogwood	Glaizewood	Conway	Trescott	Lockney
Cedar	New Hampshire Serv	Belford Pl.	Chaney	Cole
Tulip	Cherry	Belford Dr.	Greenwood	Hammond
Willow	Colby	Little Eastern	Erie	University Blvd
Valley View	Aspen (off Sligo)	Fifth	Hudson	Carroll Serv
Crescent	Aspen Ct.	Highland	Wabash	
Holt	Kentland	First	Hilltop	
Park	Hillwood Manor	Fourth	Mississippi	
Barclay	Manor Circle	Orchard	Elwyn	
	Heather	Sligo Mill	Edinburgh	
	Linden	Sheridan	Palmer	
		Gude	Cherry (off Flower)	
		Second		